



STATE OF WASHINGTON  
DEPARTMENT OF LABOR AND INDUSTRIES

Retrospective Rating Program  
PO Box 44180 • Olympia, Washington • 98504-4180  
Fax (360) 902-4258 • <http://www.lni.wa.gov/retro/>

**DATE:** March 30, 2001  
**TO:** Retro Advisory Committee  
**FROM:** Frank Romero (Chair), Retro Program Manager  
**SUBJECT:** Minutes of January 16, 2001 retro advisory committee meeting

Meeting was called to order by chairperson **Frank Romero** at 1:05 PM; it was moved, seconded and carried to accept the minutes of the previous meeting as distributed. Frank reviewed the proposed agenda, and introductions of the committee and audience members were made.

**Karen Peterson** provided a brief update on the expanded external access project. The current system for retro customers to access department data via the internet will no longer be available after the new external access system becomes fully operational. Several retro customers are participating in a pilot project from January 16 through February 2; they would like to have feedback by February 6. The current estimated date for full roll-out is March 7, 2001. There is a significant amount of lead time involved when signing up for the new external access digital certificates, so employers and groups are being urged to apply as soon as possible. The initial cost will vary and annual renewal of the certificates is required; however, this method of external access is expected to become the “gateway” used by most state agencies. (*see handout*)

**Ken Werenko** gave a presentation on the Voluntary Protection Program (VPP). It is a program for companies that exhibit a strong commitment to safety and accident prevention, from top management down to front line workers. The process for becoming a certified VPP worksite is very thorough and requires the involvement of management at all levels, staff, and any labor organizations representing the workers. A dramatic drop in lost time injuries (or accidents of any kind) has been documented in nearly every location where the VPP Program has been established. Anyone who is interested should contact Ken at (360) 902-5515. (*see handout*)

**Nichole Runnels**, actuarial analyst, presented a comparison of state fund (non-retro) loss ratios versus retro loss ratios, as well as information on the targeted annual refund percentage developed by the actuarial staff. (*see handout*)

**Sandy Dziedzic** presented an update time loss duration (TLD), describing the various initiatives that claims staff have been involved in. During the discussion, committee

member **Lauren Gubbe** raised the issue of obtaining IMEs and other medical reports from the department. Her concerns were with the delay involved in obtaining the information from the claim units. She had been told that reports would not be sent out until after claim managers had been given time to review the documents first. Lauren presented the argument that this was unacceptable in those situations where the employer or group needed the information in a timely fashion in order to facilitate closure of a claim. She felt that that the department could be seen as unnecessarily withholding information and impeding the employer's ability to proactively assist in claim closure. Sandy agreed to investigate her concerns and get clarification on the department's policy in these situations.

Meeting adjourned at 3:55 PM.

**The next committee meeting will be at 1:00 PM, Tuesday, April 10, 2001.**